

1. The Organization meeting of the North Shenango Township Board of Supervisors was called to order at 10:00 with the Pledge of Allegiance. Present at the meeting were Supervisors, Dan Dickey, Roseanne Staab, and Eloise Settlemyre and Secretary/Treasurer Donna Kean.
2. Temporary Chairman, Eloise Settlemyre, made a motion to nominate Dan Dickey as the permanent Chairman. Roseanne Staab seconded the motion. Voted for Roseanne, and Eloise, Dan Dickey abstained. (Recorded under Temporary Secretary)

**\*\*\*\*\*Permanent Chairman Dan Dickey takes over the meeting\*\*\*\*\***

3. Dan Dickey made a motion to nominate Donna Kean as the Secretary/Treasurer and to leave the Treasurer's Bond at \$500,000.00, and to keep the office hours as Tuesdays and Thursdays from 9:00-4:00. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
4. Dan Dickey made a motion to nominate Eloise Settlemyre as Vice-Chairman. Roseanne Staab seconded the motion. Voted for, Dan, and Roseanne. Eloise abstained.
5. Dan Dickey made a motion to nominate all three Supervisors as Road Masters. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
6. Dan Dickey made a motion to nominate Tony Durnye as the Vacancy Board Chairman. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
7. Dan Dickey made a motion to nominate Attorney Alan Shaddinger, and Brett Steadman of Brouse McDowell as the Township Solicitors. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
8. Dan Dickey made a motion to nominate Timothy Latta as Emergency Management Coordinator. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
9. Dan Dickey made a motion to nominate Mark Corey and Associates as Township Engineer. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
10. Dan Dickey made a motion to appoint Mike Klink as the Sewage Enforcement Officer. Rate of pay will follow the fee schedule as submitted on 1/1/24. Applicant is responsible to pay all fees. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
11. Dan Dickey made a motion to appoint Mike Simmons as Alternate Sewage Enforcement Officer. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
12. Dan Dickey made a motion to appoint Mike Klink as Building Code Official (inspections 1,000 sq ft and under). Rate of pay will follow the fee schedule as adopted on 1/2/24. Applicant is responsible to pay all fees. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
13. Dan Dickey made a motion to appoint Prosek's Inspection (inspections over 1,000 sq ft), Rate of pay will follow the fee schedule as submitted on 1/1/24. Applicant is responsible to pay all fees. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.

14. Dan Dickey made a motion to appoint Bingham Oskin, Steve Vickery, and Dominic Frisina for the UCC Appeals Board. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
15. Dan Dickey made a motion to appoint Mike Klink as Floodplain Manager. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
16. Dan Dickey made a motion to appoint Mike Klink as Stormwater Management Inspector. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
17. Dan Dickey made a motion to appoint the Township Secretary (Donna Kean) as the Open Records Officer. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
18. Appointment of the new Tax Collector will be done at the regular meeting today after the organization meeting.
19. For the Planning Commission Board, Dan Dickey made a motion to re-appoint Glenn Robison for one 5-year term, and appoint John Myers to the 2-year open position. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
20. For the Sewer Authority Board, there is a resident interested in the position but per his request the Supervisors are waiting until February to appoint him.
21. For the Zoning Hearing Board, Dan Dickey made a motion to re-appoint Linda Fries to a 3-year term. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
22. For the Recreation Board, Dan Dickey made a motion to re-appoint Sue Jones to a 5-year term and appoint Cathy Urbanek to a 4-year term. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
23. Dan Dickey made a motion to continue with First National Bank as the depository for all township accounts with 3 signatures required. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
24. Dan Dickey made a motion to reaffirm the following rates. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
  - Real Estate Millage 7 mills, discount rate 3%, penalty 10%
  - Per Capita rate \$5.00, discount rate 3%, penalty 10%
  - Earned Income Tax Collector & commission – 1.57% based on contract between Berkheimer and the TCC
  - Realty Transfer Tax 1%
  - Tax Collector Commission 5%
25. Dan Dickey made a motion to approve payroll on every Thursday for the previous week (Monday-Sunday) and authorization for secretary to pay bills as needed between meetings to avoid late charges and to receive discounts, and to pay all utilities, payroll taxes, and any payments deemed necessary. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
26. Dan Dickey made a motion to approve the following meeting dates for 2024: Jan 2 (organization & regular), Feb 13, Mar 12, April 9, May 14, June 11, July 9, Aug 13, Sept 10, Oct 8, Nov 12, Dec 10.

Budget meeting Oct 29<sup>th</sup> @ 10:00 AM and will include any other business that comes before the board. January-April, and August-December meetings will be held at 10:00 AM, May-July meetings will be held at 7:00 PM. All monthly meetings will be held at the township building. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.

27. Eloise Settlemyre made a motion to compensate those attending the convention at: Mileage (for those who drive), fees, food and lodging, and to nominate Dan Dickey as the Convention Delegate. Roseanne Staab seconded the motion. Voted for, Dan, Roseanne, and Eloise.
28. Dan Dickey made a motion to appoint Donna Kean as Delegate, and Alan Shaddinger as Alternate Delegate, for the CCTCC. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
29. Dan Dickey made a motion to appoint Dan Dickey as Delegate and Donna Kean as Alternate Delegate for the French Creek COG. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
30. Dan Dickey made a motion to appoint the following for the Agricultural Security Area Board; Eric Andrew, Don Boleratz, Roseanne Staab, Robert Vickery, and Dan Dickey. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
31. Dan Dickey made a motion to set the mileage rate for private vehicles as the rate set by the IRS and to adjust accordingly as the IRS adjusts (sixty-seven (.67) as of 1/1/2024), Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
32. Dan Dickey made a motion to recognize the North Shenango Volunteer Fire Department as the fire department of record, Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
33. Dan Dickey made a motion to approve non-fire fighting activities such as parades, dinners, bingo open house, or any other fund-raising activity and maintenance to building. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
34. Dan Dickey made a motion to approve that all North Shenango committees, boards, and/or groups may use the Township building for meetings. This includes Crime Watch, Planning Commission, Zoning Hearing Board, Fire Department, etc. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
35. Dan Dickey made a motion to approve purchases made by the Supervisors, in an emergency, not to exceed \$4,000.00 per incident. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
36. Dan Dickey made a motion to approve the 2024 North Shenango Fee Schedule as presented. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.
37. Dan Dickey made a motion to approve all Supervisors as working Supervisors and recommend a pay scale of \$15.00/hr to the auditors. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.

Dan Dickey made a motion to approve the following wage rates. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.

WAGES – (for Employees OTHER THAN Supervisors): effective 1/1/2024

Gary Atkison – full time w/CDL	- \$20.00 per hour plus benefits \$1.00/hr add'l Road Foreman pay
John Myers – full time	- \$20.00 per hour plus benefits
Bradley Harthan – full time	-\$18.50 per hour plus benefits
New Hire CDL Driver	- pay scale at the discretion of the Board of Supervisors
New Hire Non-CDL Laborer	
Donna Kean – Secretary/Treasurer	- \$18,000.00 Salary/year part-time
Building Code Officer – Mike Klink	- \$3,600.00 Salary/year part-time + fees per fee schedule submitted on 1/2/24
Code Enforcement Office	- \$17.00 per hour
Short Term Rental Inspector – Mike White	- \$15.00 per hour for misc. & paperwork

Pay for inspections: Yearly and pre-inspection \$50.00/each. Each additional inspection \$25.00/each.

#### RECOMMENDATIONS TO THE AUDITORS

The Supervisors will recommend to the auditors a wage rate of \$15.00/hr for working Supervisors.

#### **At this time the Supervisors will hold the January regular monthly meeting!**

Public Comment Period – Richard Barabas spoke regarding the confrontation between a Supervisor & Planning Board Member at the last meeting and explained what happened and gave some history on meetings regarding redoing the Zoning Ordinance and why the Board member got upset. Mr. Barabas wants an apology from the Supervisors to the members who worked for 2 years on the Zoning Ordinance only to have nothing done with it.

In regards to the issues brought up about setbacks on buildings, Mr Barabas is requesting a moratorium on building permits until this issue is cleared up.

Dan Dickey responded that the Supervisors did look at the ordinance that was presented but they had asked for an update and received a complete re-write of the ordinance. Mr. Dickey stated the Township is looking into hiring a professional to redo the zoning ordinance.

Roseanne Staab stated they will be reviewing the ordinance with a new committee made up of the required individuals.

Cindy Wightman voiced her concerns with the fact that the Supervisors sat on the ordinance for two years and did nothing.

Richard Barabas asked the Supervisors if they were going to do a moratorium on the building permits. Dan Dickey responded that they would look into it and speak with the Township Solicitor.

Valerie O'Brien spoke about what she had brought up at a previous meeting regarding RV's. She stated if the ordinance was enforced there shouldn't be any complaints. The problem is the ordinance is not being enforced.

Maria Firkaly asked for night time meetings and complained about the entrance to Francis Drive. Valerie O'Brien also requested more night time meetings.

Lucy Burke wanted copies of the zoning ordinance and asked when it was last updated. She complained of issues with bright lighting on properties.

Cindy Wightman stated ordinance enforcement needs to be addressed. She knows a moratorium won't happen and wants zoning to go out and do site inspections.

Valerie O'Brien questioned an issue with an RV on Fries Road. She was informed it was already being looked into.

Richard Barabas stated that enforcing ordinance must be done.

**Committee Reports:**

- Building Code – Mike Klink submitted his report.
- Planning Commission – None
- Code Enforcement – None.
- Parks & Recreation – Valerie O'Brien gave an update
- Crime Watch – Roseanne Staab gave an update
- Fire Dept. – Mike White submitted a report
- Short Term Rental – Mike White submitted a report
- Police Department – None
- Roadmaster Report – Dan Dickey submitted and read his report.

The minutes from the December 12, 2023, regular meeting were presented for approval. Eloise Settlemyre made a motion to approve the minutes as presented. Roseanne Staab seconded the motion. Voted for, Dan, Roseanne, and Eloise.

The monthly invoices for the period of 12/13/2023 – 1/2/2024 were presented for approval. Dan Dickey made a motion to approve the invoices as presented and to pay the bills. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.

The monthly payroll for the period of 12/13/2023 - 1/2/2024 was presented for approval. Roseanne Staab made a motion to approve the payroll as presented. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.

Secretary Report – Donna Kean reported on the following:

- The PSATS convention in April.

Old Business – Nothing at this time.

New Business – Roseanne Staab made a motion to accept the resignation of Cindy Wightman from the Planning Commission. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.

Dan Dickey made a motion to appoint Brian Shade as the new Tax Collector. Eloise Settlemyre seconded the motion. Voted for, Dan, and Eloise. Roseanne Staab abstained because Brian is a personal friend.

Dan Dickey made a motion to appoint Patty Kirby and Cindy Wightman as auditors. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.

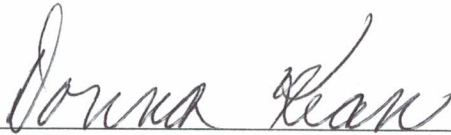
Roseanne Staab made a motion to renew the CD. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.

Dan Dickey made a motion to approve upgrading Kinetic to 100mb fiber cable. Eloise Settlemyre seconded the motion. Voted for, Dan, Roseanne, and Eloise.

Supervisor Report – Roseanne Staab stated that she welcomes comments from the residents but stated that you get more with honey.

Public Comment on agenda items – Keith McGonigle questioned when the organization meeting for the Zoning Board would be.

With no further business being brought before the Board of Supervisors at this time, Dan Dickey adjourned the meeting at 11:27 AM.

A handwritten signature in cursive script that reads "Donna Kean". The signature is written in black ink and is positioned above a horizontal line.

Donna Kean, Secretary/Treasurer